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## American Library Association : Training Class Section Records 4078589

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This finding aid was produced using ArchivesSpace on January 14, 2025.

Description is written in: English.

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### Rare Book and Manuscript Library

Butler Library, 6th Floor  
Columbia University, Mail Code 1127  
535 W. 114th St.  
New York, NY 10027

Business Number: (212) 854-5153

Fax Number: (212) 854-1365

[rbml@libraries.cul.columbia.edu](mailto:rbml@libraries.cul.columbia.edu)

URL: <http://www.columbia.edu/cu/lweb/indiv/rbml/index.html>

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## Summary Information

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**Repository:** Rare Book and Manuscript Library  
**Creator:** American Library Association. Training Class Section  
**Title:** American Library Association Training Class Section records  
**ID:** 4078589  
**ID:** MS#0028  
**Date [inclusive]:** 1917-1931  
**Physical Description:** 0.42 linear feet 600 items in 1 document box  
**Language of the Material:** English .  
**Abstract:** Correspondence and related files of the Training Class Section.

### Preferred Citation

Identification of specific item; Date (if known); American Library Association Training Class Section records; Box and Folder; Rare Book and Manuscript Library, Columbia University Libraries.

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## Historical Note

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The Training Class Section was concerned with the training of library staff members through training and apprentice classes given by individual libraries and with the dissemination of information on classes and class methods. The emphasis was on public library training classes.

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## Summary

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Correspondence and related files of the Training Class Section, including samples of curricula, pamphlets describing a library's program, entrance examinations, evaluation forms, personality tests, etc. Among the chief correspondents are Marie A. Newberry, Carrie E. Scott, Faith L. Allen, and Vera S. Cooper.

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## Administrative Information

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### Publication Statement

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### Revision Description

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### Restrictions on Access

This collection is located off-site. You will need to request this material at least three business days in advance to use the collection in the Rare Book and Manuscript Library reading room.

### Restrictions on Access

This collection has no restrictions.

### Immediate Source of Acquisition

Source of acquisition--School of Library Service Library. Method of acquisition--Transfer;  
Date of acquisition--1973. Accession number--M73-11-16.

### Ownership and Custodial History

Transferred from the School of Library Service Library, 1973.

### Processing Information

Cataloged Christina Hilton Fenn 03/23/1989.

### Terms Governing Use and Reproduction

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## Controlled Access Headings

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- Library science -- Societies, etc
- Library education
- Newberry, Marie A
- Scott, Carrie Emma, 1874-1943
- Allen, Faith L
- Cooper, Vera S

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## Collection Inventory

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ALA Training Class Section records	
Title/Description	Instances
Correspondence, 1924-1925	box 1
Correspondence, 1925-1926	box 1
Correspondence. ALA Headquarters, 1925-1926	box 1
Correspondence. ALA Headquarters - Board of Education for Librarianship, 1925-1926	box 1

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Correspondence. Training Class Constitution. Materials and Letters Answering Personal Notes Sent About Meetings, 1925-1926	box 1
Correspondence. Ethel Sawyer and Rena Reese, 1925-1926	box 1
Correspondence. Library Survey, 1925-1926	box 1
Correspondence. Program (Carrie Scott), 1925-1926	box 1
Correspondence. Program (Flora Roberts), 1925-1926	box 1
Correspondence. Training Class Nominating Committee, 1925-1926	box 1
Correspondence. Training Class Secretary 1926 (Louise Singley), 1925-1926	box 1
Correspondence, 1926-1927	box 1
Correspondence, 1929-1930	box 1
Committee on Evaluating Applicants for Training and Apprentice Classes, 1930	box 1
Committee on Evaluating Applicants for Training and Apprentice Classes - Association of American Library School (AALS), 1930	box 1
Committee on Evaluating Applicants for Training and Apprentice Classes - Section Chair (Vera S. Cooper), 1930	box 1
Committee on Evaluating Applicants for Training and Apprentice Classes - T.A. Section (Elizabeth Smith and Vera Cooper), 1930	box 1
Committee on Evaluating Applicants for Training and Apprentice Classes - Committee Member (Agnes F.P. Greer), 1930	box 1
Committee on Evaluating Applicants for Training and Apprentice Classes - Committee Member (Alice Dunlap), 1930	box 1
Committee on Evaluating Applicants for Training and Apprentice Classes - Secretary (Cora Beatty and Florence Taylor), 1930	box 1
Constitution, undated	box 1
Reports, 1924	box 1
Report, 1931	box 1
Training Class Materials. Catalogs and Applications for Training Classes, 1917-1930	box 1
Training Class Materials. Entrance Examinations, 1929-1930	box 1

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Training Class Materials. Excerpts from Library Annual Reports	box 1
Training Class Materials. Individual Libraries: Chicago Public Library	box 1
Training Class Materials. Individual Libraries: Denver Public Library	box 1
Training Class Materials. Individual Libraries: Indianapolis Public Library	box 1
Training Class Materials. Individual Libraries: Portland Public Library	box 1
Training Class Materials. Individual Libraries: Toledo Public Library	box 1
Training Class Materials. Tests. Miscellaneous Material. Bibliography	box 1
Training Class Nominating Committee, 1925-1926	box 1
Training Class Secretary 1926 (Louise Singley), 1925-1926	box 1

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